



North Carolina Department of Health and Human Services
Division of Mental Health, Developmental Disabilities
and Substance Abuse Services

325 North Salisbury Street • Raleigh, North Carolina 27603 • (919) 733- 4671

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Richard Visingardi, Ph.D., Director

MEMORANDUM

TO: Area Directors
Finance Directors

FROM: Flo Stein, Chief, Community Policy Management
Wanda Mitchell, Acting Team Leader, Budget & Finance Office

RE: Alcohol and Drug Education Traffic School (ADETS)
Five Percent (5%) Fee Requirement

DATE: February 23, 2004

The following pertains to Alcohol and Drug Education Traffic School (ADETS) fee remittance to the DHHS/Division of MH/DD/SAS and to provide current procedures and instructions related to these requirements.

Pursuant to North Carolina General Statute 122C – 142.1 (f):

“An area facility shall remit to the Department five percent (5%) of each fee paid to the area facility by a person who attends an Alcohol and Drug Education Traffic School (ADETS) conducted by the area facility.”

The area program/local management entity is responsible for assuring that this fee submission **occurs for all programs providing ADETS**. The fees for ADETS should be accounted for and submitted separately from other fees (such as DES fees).

The five- percent (5%) of each fee paid by a person who attends an ADETS school **shall be paid to the DHHS/Division of MH/DD/SAS quarterly**. The amount remitted and a detailed itemization (see attached form) should be sent to:

**DMH/DD/SAS / Budget Office
3013 Mail Service Center
Raleigh, N.C. 27699-3013**

We are aware that you may choose to deliver ADETS services via contract with an authorized DWI facility. Please note that a copy of the contract which includes ADETS requirements as defined in North Carolina General Statute 122C – 142.1 and Rules for Mental Health, Developmental Disabilities and Substance Abuse Facilities and Services - Section .3800 must be submitted to the following for approval of the facility to provide ADETS:

Michael Eisen, Director, DWI Services
DMH/DD/SAS – Justice Systems Innovations Team
3008 Mail Service Center
Raleigh, NC 27699-3008

Compliance with the above is required to retain a positive status regarding authorization to provide substance abuse services to DWI offenders. Thank you in advance for your cooperation. If you have any questions, feel free to contact Michael Eisen, Director of DWI Services, at 919-733-0566 or michael.eisen@ncmail.net.

Cc. Secretary Carmen Hooker Odom

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Enclosures (1)